

**BOARD OF SELECTMEN
MINUTES OF JULY 19, 2011**

PRESENT: David A. Delanski, Chairman, Robert W. Souza, Jr., Vice-Chairmen, Robert K. Downing, Clerk, Angela L. Cavanaugh, Selectmen's Assistant and see attached Sign-In Sheet.

Chairman Delanski called the meeting to order at 7:05 p.m. in the Selectmen's Meeting Room in the Shepard Municipal Building.

COMMENTS AND CONCERNS

None.

CORRESPONDENCE

The Board reviewed a memo from the Town Accountant informing the Board that she has paid Zach Lemieux for two weeks of vacation time per the Personnel By-Law.

The Board reviewed a letter in response to our memo in regards to the Council on Aging appointments.

The Board reviewed an email from the Police Chief in response to a citizen complaint pertaining to speeding on Southbridge Road.

Received an email from the Electrical Inspector requesting the Board approve a new fee schedule for electrical inspections. The Board requested this be placed on the next agenda.

The Board reviewed a letter from the Fire Chief informing the Board that the 1981 Hahn Pumper is no longer usable or needed and requests that the Board take action to dispose of the truck. A motion to allow the Fire Chief to allow other towns to take the 1981 Hahn Pumper complete, as is, for parts was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

The Board reviewed an email from Scott Charpentier of Lenard Engineering requesting a member of the Board attend the next meeting on Friday, August 5th at 9 am at the Highway Garage pertaining to the South Street Sewer Ext. Project in order to approve and sign a pay request. The Board unanimously agreed to have Mr. Downing attend this meeting to sign and approve a pay request for the South Street Sewer Extension Project.

The Board reviewed an email from the Police Chief updating the Board on negotiations with SBA regarding the tower use for the police radios. The Board was in consensus that SBA suggestions were unacceptable and requested the Police Chief be informed of this decision.

The Board reviewed an email from Steve Cristol regarding the use of Town Police Officers and Fire Dept. for Town projects. The Police Chief and Fire chief have received this email.

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The Board reviewed an email from Steve Cristol regarding a complaint of an unregistered camper at 34 Brook Road. The Board requested that this complaint be forwarded to the Building Inspector for review and request a response from the Building Inspector regarding this complaint.

The Board reviewed a letter from Cynthia Wright in regards to a complaint concerning the mowing of day lilies on Bragg Road. The Board unanimously agreed to have Mr. Downing to address this citizen concern.

The Board reviewed an email from Senator Brewer's Office informing the Board that the Joint Committee on Transportation will be holding a meeting on Wednesday, July 20th at Worcester Public Library at 10:15:00 a.m. in order to discuss Worcester County Infrastructure.

The Board reviewed an email from Senator Brewer's Office informing the Board that MAPC is hosting an informal lunch with Dolores Mitchell, Executive Director of the Group Insurance Commission on Thursday, July 21st at 11:30 a.m. in order to discuss the new municipal health insurance laws. A motion to authorize Mrs. Cavanaugh to attend this meeting if her schedule allows it was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

The Board reviewed an email from the Division of Local Services informing the Board that there will be a Regionalization Toolkit Conference on Thursday, September 1st at Hogan Conference Center at the College of Holy Cross in Worcester. The Board unanimously agreed to have Mr. Souza, Jr. attend this conference.

7:15 P.M. – GUS ABALO, EOSOL AMERICAS

Mr. Abalo presented to the Board his proposal for establishing a Solar Farm on Little Rest Road where the golf course currently exists. Mr. Delanski asked the Town Planner, Bill Scanlan, if the Planning Board will need to create a zoning by-law for this proposed project. Mr. Scanlan stated that the Planning Board is in the process of drafting a Solar Zoning By-Law for the Fall Special Town Meeting. Mr. Souza, Jr. asked Mr. Scanlan if the Planning Board has a stance on this project. Mr. Scanlan replied that at this time the Planning Board is not taking any stance on this project and that the Board of Selectmen is the first to hear of this project. Mr. Abalo mentioned that he plans to approach and work with all necessary departments such as Conservation with an engineering plan. Mr. Delanski asked how much energy the project would give the residents of Warren. Mr. Abalo informed the Board that the Solar Farm should bring 18 MwH which would bring energy to 60% of residents. Mr. Souza, Jr. asked Mr. Abalo how this Solar Farm might benefit the residents of Warren and if he would be hiring local contractors. Mr. Abalo stated during the construction phase he would likely hire local contractors and the panel and electrical jobs will come from the outside as they are highly technical jobs. Mr. Souza, Jr. asked Mr. Abalo about the maintenance of the solar farm. Mr. Abalo informed the Board that there is minimal maintenance required and expects to have semi-annual inspections done. Mr. Abalo proposes to make the entire golf course a solar farm over time. Mr. Delanski asked the Town Planner if the Planning Board would hold hearings and have enough time to produce a Solar Zoning By-Law. Mr. Scanlan informed the Board that they would require two hearings and that he is requesting to place an article on the upcoming Special Town Meeting for the Solar By-Law. Mr. Downing stated that he has no problem with a Solar Farm as it doesn't produce noise, smell, smoke, and is generally maintenance free. A motion to allow the Planning Board and Town Planner to place a Zoning By-Law on the upcoming Special Town Meeting was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

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ULTRA LOW SULFUR DIESEL BID AWARD

A motion to award and sign the contract for the Ultra Low Sulfur Diesel Fuel to R.J. McDonald, Inc. of Barre, Ma from July 1, 2011 to June 30, 2012 with a mark-up price of \$.1395 per gallon over the Springfield tank car price of the day of delivery plus the applicable state excise tax was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

JULY APPOINTMENTS

The Board briefly discussed the appointment of a second member to the Council on Aging per the recommendation of the council. At this time, Mr. Souza stated that he will not be appointing a second member until the Council has properly responded to the Board's memo pertaining to their recent recommendations.

The Board re-appointed the following to a three year term:

Randall Decouteau	Cultural Council
Dennis G. Morel	Council on Aging
Collin M. Richard	Cable Advisory Committee
Robert K. Downing	CDAC
Madeline Witaszek	CDAC
Richard J. Eichacker	CDAC
Bonnie J. Richard	CDAC
Stephen S. Skowyra	Mobile Home Rent Control Board

The Board appointed the following to an indefinite term:

Ursula Wright	Library Needs Committee	Indefinite
Audrey Blake	Library Needs Committee	Indefinite
Shelley Mirrell	Library Needs Committee	Indefinite

The Board re-appointed the following:

Cindy Courtney	Conservation Commission Secretary	until May 2012
David A. Delanski	CMRPC Alternate	1 year

SENIOR CENTER EXPANSION & IMPROVEMENT PROJECT FY 10– CERTIFICATE FOR PAYMENT

A motion to sign and approve Certificate for Payment No. 5 to P & P General Contractors in the amount of \$60,410.50 for the FY 10 Warren Senior Center Expansion & Improvement Project was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

SENIOR CENTER EXPANSION & IMPROVEMENT PROJECT FY 10 – CHANGE ORDER NO. 2, 3, & 4

A motion to authorize the Chair, David A. Delanski, to sign Change Order No. 2,3, & 4 for P & P General Contractors, Inc. to increase the contract by \$4,875.00 for the Warren Senior Center Expansion & Improvement Project was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

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TREASURY WARRANTS

A motion to accept warrant #4 dated July 18, 2011 in the amount of \$38,766.92 and warrant #6 dated July 18, 2011 in the amount of \$192,330.42 was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

A motion to accept warrant #5 dated July 18, 2011 in the amount of \$673.38 for two weeks of payroll for the Board of Health was made by Mr. Souza, Jr.; second; Mr. Delanski – Mr. Downing abstained.

A motion to accept warrant #162 dated June 30, 2011 in the amount of \$36,423.49 for FY 11 was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

OTHER BUSINESS

Mrs. Cavanaugh reminded the Board that she will be out of the office on July 25th and July 26th for FMLA due to her son's surgery.

Mrs. Cavanaugh informed the Board that the Fire Chief has not paid the BG Mechanical bills for the last half of the FY 11 billing. The Board requested that a memo be sent to Chief Dolan requesting his attendance at their August 18th meeting and informing him that the Board is the custodian of all Town owned buildings. Further, the Board requested a copy of all bills paid by the Fire Department in the month of June.

Mrs. Cavanaugh asked the Board if she could replace a lock upstairs between the old Superintendent's Office and the Secretary's Office as the Tree Warden is relocating his office to the Old Secretary's Office. The Board authorized replacement of the lock.

Mr. Souza, Jr. informed the Board that he will be attending an upcoming H.R. Services meeting and asked the Board if they would like anything to be discussed. He plans to discuss job descriptions and an employee manual. The Board was okay with Mr. Souza's suggestions.

Mr. Downing mentioned that he thinks it would be a good idea for the Town to have the Department of Revenue do an evaluation like Brookfield. The Board agreed.

A motion to adjourn the meeting at 8:00 p.m. was made by Mr. Downing; second; Mr. Souza, Jr. – voted unanimously.

Respectfully Submitted,

Angela L. Cavanaugh
Selectmen's Assistant

Robert K. Downing, Clerk